

**Specifications: ITB Event #32943-45990-12035
Inmate Cable and Satellite Television Services**

SCOPE OF SERVICES:

This is a procurement for the Tennessee Department of Correction (TDOC) for cable and satellite television services at Northeast Correctional Complex (NECX), 5249 Highway 67 West, Mountain City TN 37683. The awarded Contractor(s) shall furnish, install, and maintain all equipment necessary to provide a system capable of delivering the required television channels identified by the facility. The system may be cable TV, Direct Broadcast Satellite (DBS), C-Band Satellite or any combination thereof. Services are to be provided in Standard Definition (SD). The awarded Contractor(s) shall be responsible for all equipment, installation and set-up, regular and emergency maintenance and repair, travel to and from the facility, and programming costs as a part of the services.

Please Note: Exceptions to terms and conditions or new terms and conditions proposed by the respondent that vary from this ITB may, in the discretion of the State, render the response nonresponsive. A response deemed nonresponsive will not be considered for an award of a contract. Additionally, the State may reject a response that: (a) qualifies the offer to provide goods or services as required by this ITB; (b) proposes alternative goods or services unless expressly requested by this ITB; (c) involves collusion, consultation, communication, or agreement among respondents; (d) includes information the respondent knew or should have known was materially incorrect, or (e) does not comply with the terms, conditions, specifications, or performance requirements of this ITB.

LOCATIONS TO BE SERVICED:

The TDOC site listed below is the location requiring the services. The award will be made by facility and shall include the channels requested by the site in the attached channel line-up.

Northeast Correctional Complex (NECX)

5249 Hwy. 67 west
Mountain City, Tennessee 37683
Phone: 423-727-7387

Respondents may request an on-site inspection of the facility using the contact information above to familiarize themselves with the conditions of the existing system and buildings prior to submitting a response. No allowances will be made by the State for errors resulting from a Respondent's failure to visit the site.

The State will provide adequate space at each institution with a clear view of the sky for the installation of dishes (1.2 meter or larger). This space will be within three hundred feet (300ft) of the equipment room. The State will also provide an environmentally controlled room for the Contractor's equipment. Cabling from the satellite to the receiver(s) and to the demarcation point(s) will be provided by Contractor(s). The State shall be responsible for all cabling from demarcation point out to drops at each site. The Contractor shall inspect and test the facility's existing equipment to ensure that it will meet the specifications for the delivery of services and any deficiencies shall be noted and reconciled by the Contractor. Services are to be provided no more than ninety (90) days after confirmation of award. Each facility's internal distribution system should be capable of supporting digital; however, the State currently uses analog modulators.

CONTRACTOR QUALIFICATIONS AND REQUIREMENTS:

The awarded Contractor(s) shall:

- Be licensed in accordance with all industry, federal, State, and local board(s) requirements.
- Have an established and qualified full-time service staff with the ability to receive and dispatch service technicians within forty-eight (48) hours upon notification from the State. The Contractor shall provide telephone numbers and /or pager numbers to facility points of contact for both emergency and non-emergency service calls as needed. An outside answering service and or voicemail system is not acceptable to the State as a point of contact for non-emergency and/or emergency situations.
- Have technical skills, materials, tools, parts inventory, and equipment necessary to maintain the Contractor supplied equipment utilized for the receipt of services under the awarded contract.
- Provide training for specified State employees at each facility at the time of installation for minor repairs, adjustments, and equipment replacement.
- Maintain services for the facilities and replace any equipment that may be needed throughout the life of the contract. Any equipment needed to maintain the channel selection is to be furnished by the Contractor at no cost to the State including equipment and parts for repairs and/or upgrades. As equipment is installed and services are

provided, including ongoing maintenance and repair, the Contractor shall maintain a clean work area during installation, ongoing maintenance, and repair and shall remove all debris and trash from the worksite.

SECURITY REQUIREMENTS:

The Contractor(s) is advised that the site to be serviced is a correctional institution. Contractor's representatives are required to adhere to all TDOC policies and procedures while performing their duties at correctional sites. Deviations from these policies by the Contractor or the Contractor's representatives will not be tolerated.

Per TDOC Policy #506.06, all persons and property are subject to search. Drugs, alcohol, firearms, ammunition, explosives, and weapons are prohibited, and violators will be prosecuted.

The awarded Contractor(s) may request an orientation meeting at the beginning of the contract period to familiarize their staff with applicable security requirements.

NO COST CONTRACT:

The awarded Contractor(s) shall be responsible for all equipment, installation and set-up, regular and emergency maintenance and repair, travel to and from the facilities, and programming costs as a part of the services. All expenses are to be incorporated into the rates for monthly service. There is no cost to the State as services are paid for by the end-users via their inmate trust fund accounts.